

**WATER POLLUTION CONTROL AUTHORITY
SPECIAL MEETING
Town Hall Conference Room 2
Friday February 26, 2016 at 10:00 a.m.**

MEMBERS PRESENT: Tim Rainville, Peter Ellsworth, Richard Canavan

MEMBERS ABSENT: Roger Gale, Stewart Morse

OTHERS PRESENT:

1. CALL TO ORDER:

The meeting was called to order by Chairman Peter Ellsworth at 10:00 a.m.

2. APPROVAL OF THE REGULAR MEETING MINUTES OF JANUARY 25, 2016:
MOTION BY TIM RAINVILLE TO APPROVE MINUTES AS PRESENTED. SECONDED BY RICHARD CANAVAN. ALL IN FAVOR.

3. CITIZEN COMMENTS: None

4. NEW BUSINESS:

A. PUMPING STATION PREVENTIVE MAINTENANCE PROGRAM:

1. Wet Well Pump Repair: Water & Waste Equipment, Inc. proposes to replace the impeller and volute on each pump. Both pumps can be repaired on site. Peter proposed that Water & Waste repair both pumps.

MOTION BY TIM RAINVILLE TO APPROVE QUOTE FRQ1962 FROM WATER & WASTE TO REPLACE THE IMPELLER AND VOLUTE ON BOTH PUMPS. SECONDED BY RICHARD CANAVAN. ALL IN FAVOR.

Peter proposed that the WPCA have a spare pump for the Pump Station to have one on hand stored inside of the Pump Station being stored on a dolly for emergency purposes. Richard agreed that it would be a good idea to have a spare pump considering the age of the pumps. Water & Waste suggests having all of the pumps in a rotation. Tim has concerns about the spare pumps being stored and cleaned between rotations.

MOTION BY PETER ELLSWORTH TO APPROVE A CAPITOL IMPROVEMENT PURCHASE OF A SPARE PUMP FOR THE PUMPING STATION. SECONDED BY TIM RAINVILLE. ALL IN FAVOR.

MOTION BY TIM RAINVILLE TO TABLE THE PREVENTIVE MAINTENANCE OF THE PUMPING STATION TO THE NEXT REGULAR MEETING. SECONDED BY RICHARD CANAVAN. ALL IN FAVOR.

B. 2016-2017 FY BUDGET PREPARATION: Being reviewed.

5. OLD BUSINESS:

A. GRINDER PUMP EASEMENT UPDATE: When the grinder pump easements where

originally written in 1966 the WPCA assumed the power to sign the easements in the name of the Town of Woodstock. The state regulations state that the abandonment of the easements needs to be presented to Planning and Zoning for review. Peter suggests that all of the WPCA members should be made aware of the contents of what is to be reviewed by Planning and Zoning at the next regularly held meeting.

B. METER READING DEVELOPMENT UPDATE: Peter informed the board that Kristi will have all of the information concerning the meters that the board asked for during the next meeting.

6. SYSTEM MAINTENANCE UPDATE:

A. GRINDER PUMP REPAIRS/MAIN LINE MAINTENANCE:

7: FLOW REPORTS:

A. WEEKLY METER READING OF MAIN LINE WASTE WATER FLOW TO PUTNAM FY 2015-2016: Tim suggested that 2015 Rainfall data needs to be added to flow reports.

B. WATER METER READINGS FOR FY 2015-2016: Tim commented that the Woodstock Middle School numbers seem a bit high. Richard suggested that maybe Putnam might have a few suggestions concerning our water meters and reading them and possibly assisting the Woodstock Water Pollution Control in other areas if needed.

8. CITIZEN COMMENT: None.

9. PAYMENT OF THE BILLS:

A. BUDGET CATEGORY DESIGNATIONS:

WPCA FEBRUARY 26, 2016 BILLS

<u>Vendor</u>	<u>Line Item</u>	<u>Charges</u>
Eversource----Account# 51942724014	500.00.224.00 Lift Station Power	\$390.91
Frontier Communications Account# 860-928- 3192111198-5	500.00.225.00 Lift Station Telephone Service Frontier	\$33.02
LeClairRyan----Invoice# 693406 Abandonment of Easments	500.00.212.00 WPCA Legal Services	\$370.25
Deep 6 Plumbing and Heating---- Invoice# 11793C Brookwood Apartments. Changed out bad capacitor	500.00.218.00 WPCA Grinder Pump Repair	\$95.72
Deep 6 Plumbing and Heating--- Invoice# 11797C Brookwood	500.00.218.00 WPCA Grinder Pump Repair	\$255.24

Apartments. Replaced Pump 1 and Wire at Building #2		
Water & Waste Equipment---Invoice# 52702 Unclogged and reassembled Pump 2 at Pumping Station. Crane Charge.	500.00.289.00 WPCA Lift Station Maintenance	\$863.50
TOTAL AMOUNT DUE: \$ 2,008.64		

Peter Ellsworth identified the following bills for consideration by the Authority:

MOTION BY TIM RAINVILLE TO APPROVE PAYMENT OF THE BILLS. SECONDED BY RICHARD CANAVAN. ALL IN FAVOR.

Peter Ellsworth suggests that the invoices from Brookwood Apartments be verified by Deep 6.

10. CORRESPONDENCE: None.

11. REVIEW OF MEMBER FOLLOW-UP ACTIVITIES FOR THE NEXT MEETING

- Kristi to follow-up on reading meters
- Kristi work on updating graphs and Rainfall Data
- Kristi gather information on all pipe sizes and water meter sizes of all water meter customers
- Tim recalibration of flumes
- Kristi read Woodstock Agricultural Societies meter

12. ADJOURNMENT

MOTION BY RICHARD CANAVAN TO ADJOURN THE MEETING. SECONDED BY TIM RAINVILLE. ALL IN FAVOR.

The meeting was adjourned at 11:03 a.m.

Respectfully Submitted

Kristi Stabley
WPCA Executive Administrator